

JOB DESCRIPTION

City of Kerrville, Texas

Effective Date: February 2015

Position Title:

HR Position #: 154-I01
154-I02

PARKS MAINTENANCE WORKER (SEASONAL)

Department	Parks and Recreation	Pay Grade	6
Division	Parks Maintenance	FLSA Classification	Nonexempt
Immediate Supervisor	Superintendent Park Operations & Facilities	Employment Status	Seasonal

Job Summary:

Maintain the grounds and facilities of the City's parks. Maintain equipment, landscape grounds, install upgrades and perform other duties as assigned.

Disclaimer: *The information provided in this description has been designed to indicate the general nature and level of work performed by incumbents within this job. It is not designed to be interpreted as a comprehensive inventory of all duties, responsibilities, qualifications and working conditions required of employees assigned to this job. Management has sole discretion to add or modify duties of the job and to designate other functions as essential at any time. This job description is not an employment agreement or contract.*

Principle Duties and Responsibilities:

This information is intended to be descriptive of the principle duties and responsibilities of the position. The following examples do not identify all duties performed by any single incumbent.

1. Maintain grounds by picking up debris, trimming trees, mowing grass, changing trash bags in trash cans, landscaping grounds, repairing playground equipment, picnic tables, cleaning restrooms, new construction.
2. Maintain facilities by performing carpentry work, painting, replacing light bulbs, making plumbing repairs, perform general maintenance and repairs.
3. Help control vegetation and growth.
4. Assist in maintaining equipment.
5. Perform other duties as assigned.

Required Knowledge, Skills and Abilities:

- Knowledge necessary to understand basic operational, technical, or vocational skills.
- Good interpersonal skills.
- Ability to work well with others.
- Ability to assist with the setup and teardown of special events.
- Ability to work an irregular work schedule, including evenings, weekends and holidays.
- Ability to maintain regular and predictable attendance.

Machines, Tools, Equipment and Work Aids:

- Mower, weed eater, leaf blower, truck, hedge trimmer, hand tools, power tools, grinder, buffer, paint gun, shovels
- Hard hat, safety vest, ear protection, gloves, safety goggles, steel toe boots, back brace

Education, Certification and Experience Required:

- Possession of a High School Diploma or equivalent
- Possession of a valid Texas Class C driver's license

Job Title: Parks Maintenance Worker (Seasonal)

- Related experience is preferred

Physical and Environmental Conditions:

Duties are generally performed citywide in both outdoor and indoor settings. This is medium to heavy work requiring the exertion of fifty (50) pounds of force occasionally, up to twenty (20) pounds of force frequently, and up to ten (10) pounds of force constantly to move, lift and push objects. Work requires climbing, stooping, kneeling, crouching, standing, walking, pushing and pulling. This position is subject to outside environmental conditions, including extreme cold, extreme heat, hazards, and atmospheric conditions.

Signature/Approval:

I hereby acknowledge review and understanding of this job description.

Printed Name of Employee

Signature of Employee

Date

Job Title of Supervisor

Signature of Supervisor

Date

Job Title of Department Director

Signature of Department Director

Date